

# REQUEST FOR BID

<b>AGENCY TO INVOICE</b> <b>TCEQ - Senator West Spot Bid Fair</b> MC 164-Attn: Madelyn Howard PO Box 13087 Austin, TX 78711-3087	<b>AGENCY INFORMATION</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">CONTACT NAME:</td> <td>Madelyn Howard</td> </tr> <tr> <td>CONTACT PHONE:</td> <td>512-239-6523</td> </tr> <tr> <td>CONTACT FAX:</td> <td>512-239-1500</td> </tr> <tr> <td>CONTACT EMAIL:</td> <td>Madelyn.Howard@tceq.texas.gov</td> </tr> </table>	CONTACT NAME:	Madelyn Howard	CONTACT PHONE:	512-239-6523	CONTACT FAX:	512-239-1500	CONTACT EMAIL:	Madelyn.Howard@tceq.texas.gov	The laws of the State of Texas must prevail on all solicitations. <b>BIDDER MUST SIGN BELOW</b> <small>FAILURE TO MANUALLY SIGN WILL DISQUALIFY BID</small>  <div style="border-top: 1px solid black; text-align: center;">Authorized Signature</div> <div style="border-top: 1px solid black; text-align: center;">Type or Print Name</div> <div style="border-top: 1px solid black; text-align: center;">Date</div>
CONTACT NAME:	Madelyn Howard									
CONTACT PHONE:	512-239-6523									
CONTACT FAX:	512-239-1500									
CONTACT EMAIL:	Madelyn.Howard@tceq.texas.gov									
<b>DESTINATION OF GOODS:</b> TCEQ 12100 Park 35 Circle, Bldg E, 3rd Floor Austin, TX 78753 ATTN: Madelyn Howard	<b>BID DUE DATE/TIME</b> May 10, 2015 by 3:00 pm  <b>BID NUMBER</b> 582-16-63780									

- By signing this Bid, Bidder certifies that if a Texas address is shown as the address of the Bidder, Bidder qualifies as a Texas Bidder as defined in Rule 34 TAC Rule 20.32(68).
- By signing this Bid, Bidder agrees to comply with all TCEQ terms, conditions, and affirmations found at <http://www.tceq.texas.gov/adminservices/contracts>

## BIDDER MUST FILL IN THE FIELDS BELOW:

Vendor ID Number: *	
Name of Firm:	
Street Address:	
City, State, Zip:	
Telephone Number:	
Fax Number:	

\* An identification number is required to process payment for goods/ services purchased against contract awards. The Federal Employers Identification number (EIN) will be used to establish a payee id number. Please also enter your Federal Employers Identification number below:

Every vendor **MUST** have an Employer Identification Number (EIN), prior to receiving payment under an awarded contract. This is being required in an effort to minimize identity theft. For information on obtaining your EIN, call the IRS at 800-829-4933 or visit their website at <http://www.irs.gov/Businesses/Small-Businesses-&Self-Employed/Employer-ID-Numbers-EINs>

## PREFERENCES

Check below to claim a preference under 34 TAC Rule 20.38. See Section 2.38 of the State of Texas Procurement Manual regarding preferences.

<input type="radio"/> Goods produced or offered by a Texas bidder that is owned by a Texas resident service-disabled veteran <input type="radio"/> Goods produced in Texas or offered by a Texas bidder that is not owned by a Texas resident service-disabled veteran <input type="radio"/> Agricultural products grown in Texas <input type="radio"/> Agricultural products offered by a Texas bidder <input type="radio"/> Services offered by a Texas bidder that is owned by a Texas resident service-disabled veteran <input type="radio"/> Services offered by a Texas bidder that is not owned by a Texas resident service disabled veteran <input type="radio"/> Texas vegetation native to the region	<input type="radio"/> USA produced supplies, materials, or equipment <input type="radio"/> Products of persons with mental or physical disabilities <input type="radio"/> Products made of recycled, remanufactured, or environmentally sensitive materials including recycled steel <input type="radio"/> Energy efficient products <input type="radio"/> Rubberized asphalt paving material <input type="radio"/> Recycled motor oil and lubricants <input type="radio"/> Products produced at facilities located on formerly contaminated property <input type="radio"/> Products and services from economically depressed or blighted areas	<input type="radio"/> Vendors that meet or exceed air quality standards <input type="radio"/> Recycled or reused computer equipment of other manufacturers <input type="radio"/> Foods of higher nutritional value  <input type="radio"/> Check here if you are a sole ownership or partnership and complete Section 11.4 of the Terms and Conditions  Delivery in _____ Days  Cash Discount _____ % _____
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Line Item	Class-Item	Description	Qty	Unit (ea, bx, unit)	Make/Model	Unit Price	Extension
1	20772	CE260A-black ink toner (647A) for HP Laser jet P4525 color printers, HIGH YEILD or equivalent	5	ea	Toner ink cartridge		
2	20772	CE261A-CYAN (blue) ink toner for HP laser jet P4525 printers	5	ea	Toner ink cartridge		
3	20772	CE263A-MAGENTA ink toner for HP laser jet P4525 printers	5	ea	Toner ink cartridge		

Vendor Name:

Bid Number:

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Line Item	Class-Item	Description	Qty	Unit (ea, bx, unit)	Make/Model	Unit Price	Extension
4	20772	CE262A-YELLOW ink toner for HP laser jet P4525 printers	4	ea	Toner ink cartridge		
5	20772	CE55A-BLACK ink toner for HP laser jet 55A printers	4	ea	Toner ink cartridge		
6	20772	CB381A-CYAN (blue)ink toner cartridges for CP6015 HP 823A printer	2	ea	Toner ink cartridge		
7	20772	CB380A BLACK ink toner cartridges for the CP6015 HP 823A printer	2	ea	Toner ink cartridge		
8	20772	CB383A MAGENTA ink toner cartridges for the CP6015 HP 823A printer	2	ea	Toner ink cartridge		
9	20772	CB382A YELLOW ink toner cartridges for theCP6015- HP 823A printer	2	ea	Toner ink cartridge		
10	20772	CC364A-BLACK ink toner (64A) for HP laser jet HP4515 printers.	8	ea	Toner ink cartridge		
						TOTAL	

For clarification of these specifications, please contact:

Name: Madelyn Howard

Email: 512-239-6523

Phone: Madelyn.Howard@tceq.texas.gov

The individual listed above may be contacted for clarification of specification(s) only. No authority is intended or implied that specification(s) may be amended or alternates accepted prior to bid opening without written approval of the Texas Commission on Environmental Quality.

Bidder is requested to provide the information below for the submitted bid; however, bidder is hereby advised that this point-of-contact will not be recognized as or accepted in lieu of the "authorized signature" requirement of bid:

Name:

Email:

Phone:

Fax: